

zenia



PHILIPS

Guarantee

Dear Customer,

Thank you for purchasing this Philips product which has been designed and manufactured to the highest quality standards.

If, unfortunately, something should go wrong with this product Philips guarantees free of charge labour and replacement parts irrespective of the country where it is repaired during a period of 12 months from date of purchase. This international Philips guarantee complements the existing national guarantee obligations to you of dealers and Philips in the country of purchase and does not affect your statutory rights as a customer.

The Philips guarantee applies provided the product is handled properly for its intended use, in accordance with its operating instructions and upon presentation of the original invoice or cash receipt, indicating the date of purchase, dealer's name and model and production number of the product.

The Philips guarantee shall not apply if:

- the documents have been altered in any way or made illegible;
- the model or production number on the product has been altered, deleted, removed or made illegible;
- repairs or product modifications and alterations have been executed by unauthorised service organisations or persons;
- damage is caused by accidents including but not limited to lightning, water or fire, misuse or neglect.

Please note that the product is not defective under this guarantee in the case where modifications become necessary in order for the product to comply with local or national technical standards that apply in countries for which the product was not originally designed and/or manufactured. Therefore always check whether a product can be used in a specific country.

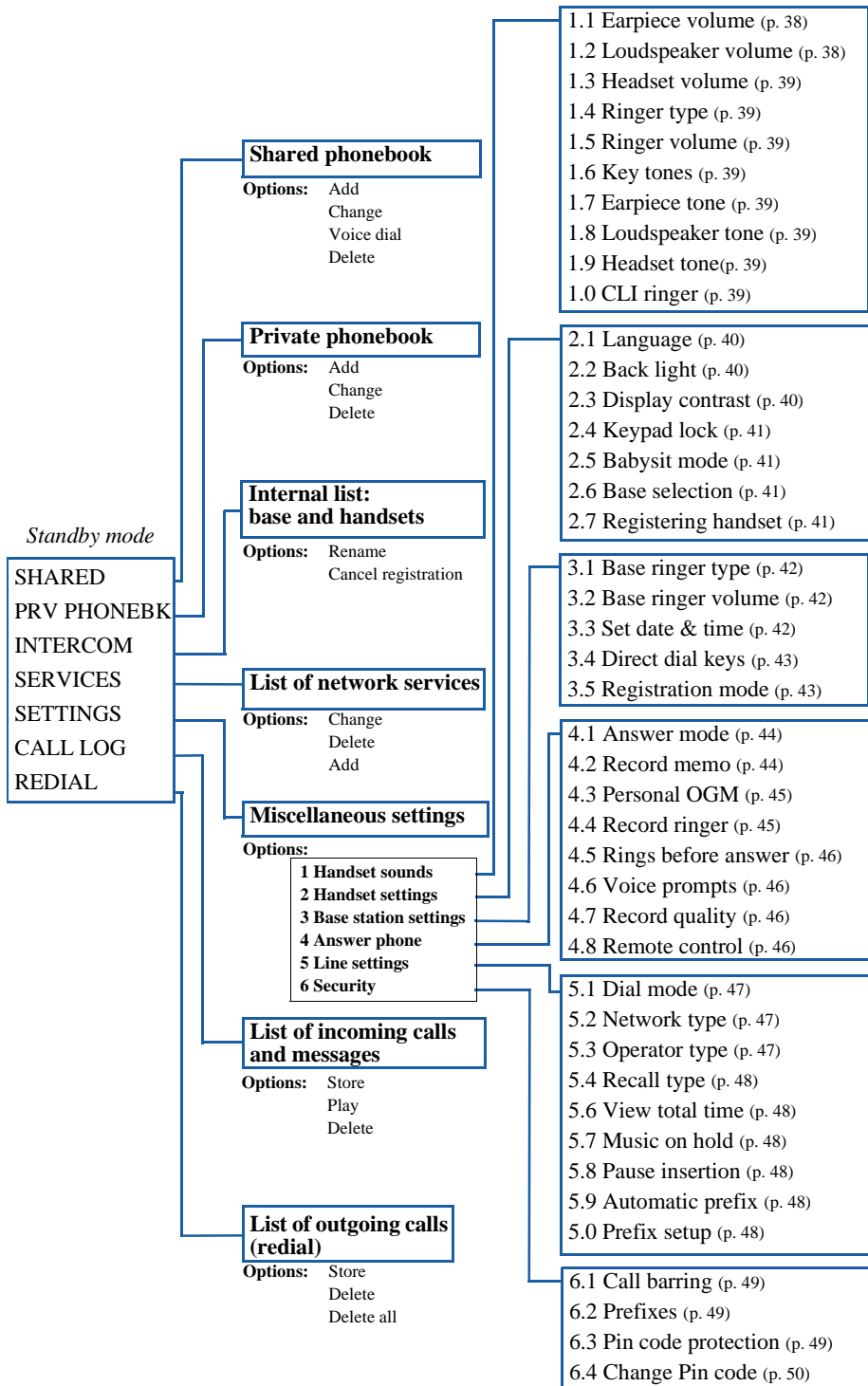
In case your Philips product is not working correctly or is defective, please return your phone to the place of purchase or the Philips National Service Centre. In the event you require service whilst in another country a dealer address can be given to you by the Philips Consumer Help Desk in that country.

In order to avoid unnecessary inconvenience, we advise you to read the operating instructions carefully before contacting your dealer.

In case your Philips product is not working correctly or is defective, please contact:

Philips service centre
1 Great Central Way
Butlers Leap
Rugby
Warwickshire, CV213XH
UK
Phone: 0870 900 9070

MAIN ACCESS MENU



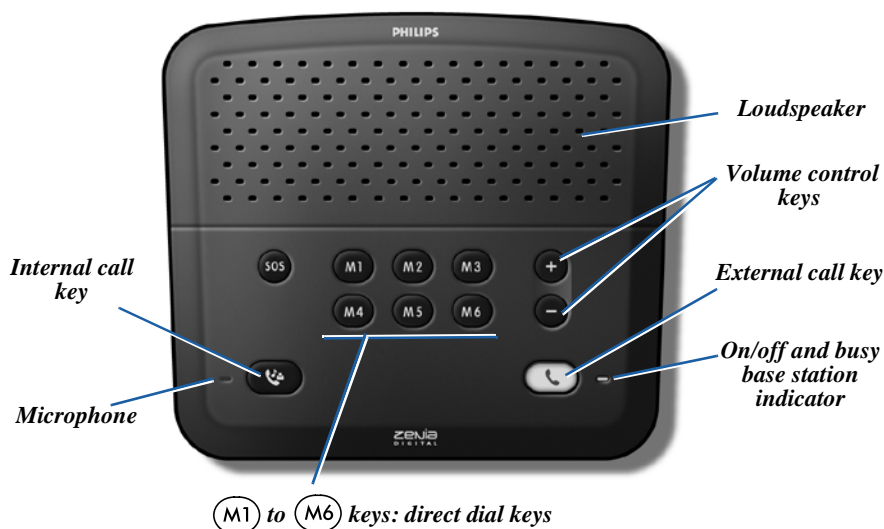
SECURITY	8
Security information	8
Power connection	8
Telephone connection	8
Environmental protection	8
INSTALLATION	9
Choosing the location of the charging unit and base station	9
Installing the charging unit on a level surface	9
Wall mounting the charging unit	9
Installing the base station	9
Installing or replacing batteries	10
Power supply	10
Charging and discharging batteries	10
Test	10
USING THE TELEPHONE	11
Operating in "standby mode"	11
Making a call from the handset	12
Making a call from the Zenia Voice 6326 base station	13
Dialling a number using the (M1) to (M6) direct dial keys	13
Dialling an emergency number using the (SOS) key	13
Making a call from the Zenia Voice 6626 base station	14
Answering a call from the handset	14
Redial list	15
Purpose	15
Viewing the redial list	15
Deleting an entry	16
Storing an entry	17
Answering a call from the base station (6326 and Voice 6626)	18
Adjusting handset or base station volume during a call	18
Switching on loudspeakers from the handset	18
Putting an incoming call on hold	19
Recording a conversation from the Zenia Voice 6626 handset only	19
Call log	20
Identifying the caller	20
Call log function	20
Viewing the list of unanswered calls	20
Viewing the call log	20
Deleting an entry from the call log	21
Storing an entry from the call log	22

Private and shared phonebooks	23
Storing your callers telephone numbers	23
Viewing a phonebook entry	24
Making a call	24
Deleting an entry from a phonebook	24
Modifying a phonebook entry	25
Voice dial (Zenia Voice 6626)	25
Recording voice dial	25
Making a call via voice dial	26
Listening to a voice dial	27
Deleting a voice dial	27
USING THE INTERCOM	28
Making an internal call (intercom)	28
From the handset	28
From the base station	28
Transferring an external call to another handset	29
From the base station	29
From the handset	29
Answering an internal call	30
Starting a conference call	30
Selecting the room monitor (Babysit mode)	30
USING THE ANSWER PHONE	
(ZENIA VOICE 6626 ONLY)	31
Using the answer phone from the handset	31
Switching the answer phone on or off	31
Screening and intercepting incoming calls	32
Listening to messages received	32
Deleting a message received	33
Using the answer phone from the base station	33
Switching the answer phone on or off	33
Screening and intercepting incoming calls	33
Listening to messages received	34
Deleting a message	34
Deleting all messages	34
Recording a personal OGM	34
Recording a memo (local message)	35
Remote control of the answer phone	35
Checking messages remotely	35

SYSTEM CONFIGURATION	36
Overview of the configuration menu	36
Settings	36
Using keypad shortcuts	37
Handset sound settings	38
1.1 Earpiece volume	38
1.2 Loudspeaker volume	38
1.3 Headset volume	39
1.4 Ringer type	39
1.5 Ringer volume	39
1.6 Switching key tones on/off	39
1.7 Earpiece tone	39
1.8 Loudspeaker tone	39
1.9 Headset tone	39
1.0 CLI ringer (with caller identification)	39
Handset settings	40
2.1 Selecting a language	40
2.2 Switching the screen back light on	40
2.3 Display contrast	40
2.4 Locking and unlocking the keypad	41
2.5 Selecting the Babysit mode	41
2.6 Selecting the base station	41
2.7 Registering a handset to a base station	41
Base settings	42
3.1 Selecting the ringer type (base station)	42
3.2 Adjusting the ringer volume (base station)	42
3.3 Setting date and time	42
3.4 Storing direct dial keys (6326 base station only)	43
3.5 Putting the base station into registration mode	43
Answer phone settings (Zenia Voice 6626)	44
4.1 Selecting the answer mode	44
4.2 Recording a memo (local message)	44
4.3 Recording a personal OGM	45
4.4 Recording a personal ringer (Zenia Voice 6626 only)	45
4.5 Modifying the number of rings before answer	46
4.6 Activating/ deactivating voice prompts	46
4.7 Record quality	46
4.8 Switching remote control on	46
Line settings	47
5.1 Selecting the dial mode	47
5.2 Selecting the network type	47
5.3 Selecting the operator type	47
5.4 Selecting flash time	48
5.6 Displaying/deleting total time for your calls	48

5.7 Switching music on hold on/off	48
5.8 Inserting a pause between digits	48
5.9 Automatically inserting a prefix	48
5.0 Setting up prefixes	48
Security	49
6.1 Setting call barring	49
6.2 Setting forbidden prefixes	49
6.3 Activating/ deactivating Pin code protection	49
6.4 Changing the Pin code	50
List of all handsets registered to the base station (RC code)	50
Renaming a handset	50
Cancelling the registration of a handset to the base station	50
List of network services	51
<i>MAINTENANCE AND TROUBLESHOOTING</i>	<i>52</i>
Base station problems	52
Zenia 6326 and Zenia Voice 6626 base stations	52
Zenia 6326 base station	52
Zenia Voice 6626 base station	52
Zenia 6626 base station (continued)	53
Problems with the handset	54
Maintenance	55
Handset indicators	56
Base station indicators	56
Character table	56
<i>PERSONAL NOTES</i>	<i>57</i>
<i>INDEX</i>	<i>58</i>

Zenia 6326 base station











Zenia Voice 6626 base station


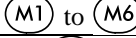















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Handset overview

KEYS	DESCRIPTION
	• Carries out operation displayed on the last line of the screen.
	• Makes, accepts or ends a call.
	<ul style="list-style-type: none"> • Cancels a character during input. • Moves up one menu level. • Enables you to use the "recall" function during a call. • When pressed (for 2 seconds), returns to "standby mode", or during input, deletes all characters of the line.
	<ul style="list-style-type: none"> • Switches the handset or base station loudspeaker on or off. • Also allows you to make and accept a call.
	• During a conversation, increases volume level.
	• Allows you to scroll through lists and menus to move around so that you can insert a character when entering a number or a name.
	• When pressed (for 2 seconds), locks or unlocks keypad.
	• Allows you to use keypad shortcuts for the configuration menu.

Overview of 6326 & 6626 base stations

KEYS	6326 BASE STATION DESCRIPTION
	• Internal call key.
	• Direct dial keys.
	• Emergency dial number.
KEYS	6626 BASE STATION DESCRIPTION
	• Makes, accepts or finishes a call.
	• Internal call key.
	• Repeat previous message.
	• Message play.
	• Play next message.
	• Record function.
	• Play personal OGM.
	• Delete message.
	• Activate answer phone.
	• Stop message play or record.
	• Deactivate answer phone.
	<ul style="list-style-type: none"> • Memo record function (local message). • Also allows you to use the "recall" function while in a call.

Handset on charging unit



Overview of display screen

	Displayed	Indicates battery charge or discharge status.
	Displayed Flashing	Answer phone is on. Answer phone is receiving or answering a call.
	Displayed Flashing	Answer phone has messages. Answer phone has new messages.
	Displayed Flashing	An external call is in progress. Answer phone is receiving or answering a call. An external call is coming in.
	Displayed Flashing	An internal call is in progress. An internal call is coming.
	Displayed	"Silent" mode is on.
	Displayed Flashing	Handset loudspeaker is on. Base station loudspeaker is on.
	Displayed Not displayed	Link with base station is ok. Handset is not registered to any base station. Handset is out of reach of base station.
	Displayed	The current entry is at the beginning of the list.
	Displayed	The current entry is in the middle of the list.
	Displayed	The current entry is at the end of the list.
	Displayed	The selected entry of the shared phonebook is associated with a voice recognition signal.

Security

Your telephone features the most advanced technology for even greater ease and comfort of use.

Security information

For all countries, using this product is subject to approval by the authorities concerned. The wording of this approval appears on the label affixed to the back of the base station.

The $\text{\textcircled{C}}$ marking on the product certifies compliance with technical regulations applicable at the date of approval (including user safety and electromagnetic interference) in accordance with the following guidelines: 73/23/CEE, 89/336/CEE, 91/263/CEE and 93/68/CEE.

- Avoid all contact with liquids.
- In order to avoid all risk of electric shock, never try to open the handset or the base station. Leave repairs to our after-sales service.
- Avoid all contact between the battery load contacts and conductor items (keys, metal clips, jewelry, etc.).

Power connection

This product is designed for 230 V single-phase alternating current and is not suitable for IT facilities as defined in the EN 60-950 standard.

Mains supply is classified at dangerous voltage security level, as defined in the EN 60-950 standard.

This device can only be shut off completely by unplugging the power cable from the wall socket. The socket must be located near the device and easy to reach.

This device is not meant to operate in case of power failure. In order to call emergency services, please make sure that you always have access to a telephone not requiring power supply. If a power cut occurs while in a call, the telephone hangs up automatically and date and time may need resetting.

Telephone connection

Electric voltage of the telephone network corresponds to TNV-3 classification (Telecommunication Network Voltage), as defined in the EN 60-950 standard.

Environmental protection


Your telephone handset also benefits from the Philips EcoDesign program, which takes into account the relation between product and environment during its entire service life.


Please remember to observe the local regulations regarding the disposal of your packaging materials, exhausted batteries and old phone and where possible promote their recycling.

European agreement

"The equipment has been approved pursuant to Commission Decision 99/303/EC for pan-European single terminal connection to the public switched telephone network (PSTN). However, due to differences between the individual PSTNs provided in different countries, the approval does not, of itself, give an unconditional assurance of successful operation on every PSTN network termination point.

In the event of problems, you should contact your equipment supplier in the first instance."

 : Product for use only in UK.

 : *"This equipment is not designed for making emergency telephony calls when the power fails. Alternative arrangements should be made for access to emergency services".*

Choosing the location of the charging unit and base station

Place the charging unit near a 220 V/ 240 V - 50 Hz wall socket.

In order to reduce possible interference, do not place the charging unit and the base station at less than 50 cm from any other electronic equipment (telephone, TV set, computer, etc.).


The charging unit and the base station can be placed on a flat surface (desk) or wall mounted.

Do not install the charging unit:

- in a damp room,
- near a heat source,
- near obstacles, like thick walls or metallic structures.


Installing the charging unit on a level surface

- Plug the power cable into the charging unit.
- Place the charging unit on a level surface.
- Plug the power cable into a wall socket.
- Place the telephone handset on the charging unit.

 : *Only use the power cable supplied with the device.*



Wall mounting the charging unit

- Drill two holes into the wall, with vertical spacing of 65 mm, and insert the screws.
- Plug the power cable into the charging unit.
- Hang the charging unit on the screws.
- Plug the power cable into the wall socket.
- Place the telephone handset on the charging unit.

 : *Only use the power cable supplied with the device.*

Installing the base station

Make sure the wall socket is connected to the correct 220 V - 240 V mains voltage.

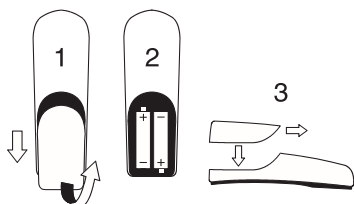
- Plug the power cable into the connector (base station symbol ) , then into the wall socket.
- Plug the telephone cable into the connector (base station symbol ) , then into the telephone wall socket.

Installing or replacing batteries

Power supply


Your telephone handset is powered by two rechargeable NiMh batteries, type AAA/R03.

When replacing the batteries, please use the following model: PHILIPS MULTILIFE R03NM, or PANASONIC 650 mAh.



- Press the top of the battery compartment lid and slide it down.
- Insert new batteries according to the marking.
- Slide the lid back in place.








NiMh batteries must be disposed of in accordance with applicable waste disposal regulations.


 : **Never use non-rechargeable batteries, and only use recommended models.**
The manufacturer disclaims responsibility if these recommendations are not followed.


Charging and discharging batteries


On first use or when new batteries have been inserted, charge the batteries for at least 12 hours. This precaution will prolong battery life.

A symbol located at the top of the display will appear permanently to indicate the battery charging status.

Each bar of the  symbol represents about 1/3 of maximum charging capacity. While the batteries are being charged, the charge indicator  flashes and shows the following symbols in sequence    . When the  symbol is displayed, the batteries are fully charged.




 : *The charging status indicator is only relevant after the first charging cycle has been completed.*

 : *After a complete discharge of the batteries, the symbol only appears after a few minutes of charge.*

If the  symbol is displayed, batteries need charging. During a call, the handset switches off after a few minutes.

Test

When the handset and the base station have been installed, proceed as follows to make a call:

- Make sure the  symbol on the display is visible (if not, register the handset to the base station (see “2.7 Registering a handset to a base station”, page 41).
- Press the  key; the  symbol is displayed and you hear the tone.
- Dial a number; the figures appear on the display and the number is dialled automatically.

If a problem occurs during this test, check the battery charging status (see “Charging and discharging batteries”, page 10), the charging unit and the connection of the base station to the telephone line and the wall socket.

Using the telephone

Operating in "standby mode"

- Standby display:



- **"Standby mode" is the starting point for all other operations.**

To choose a function from this mode, press the appropriate scroll keys (▲) or (▼), as many times as required, in order to view the various menus which you have access to.

The following menus are at your disposal:

- "SHARED" (Shared phonebook),
- "PRV PHONEBK" (Handset phonebook),
- "INTERCOM" (Internal list),
- "SERVICES" (List of services),
- "SETTINGS" (Configuration),
- "CALL LOG" (List of incoming calls),
- "REDIAL" (List of outgoing calls).

The selected menu is displayed on the last line of the screen.

To view one of these menus, press the (OK) key, the initial screen of the selected menu is displayed.

To go back to "standby mode", press the (C/R) key for 2 seconds.

Making a call from the handset



From "standby mode", dial the number on the keypad (up to 26 digits).

The dialled number is displayed on two lines as you enter the digits.

To correct an error:

- move the cursor using the scroll arrows (▲) or (▼),
- use the (C/R) key to delete a character in front of the cursor,
- pressing this key for 2 seconds deletes the whole line.

Press the (☎) key.

The ☎ symbol is displayed at the top of the screen.

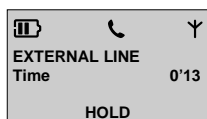
The number is dialled automatically and the display shows:

- the indication "Call",
- the number called.



Within 10 seconds, the duration of the call will be displayed.

Use the (OK) key to put an external line on hold, (see "Putting an incoming call on hold", page 19).



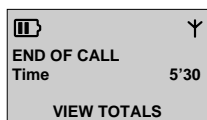
To hang up, press the (☎) key again.

The display shows:

- the message "END OF CALL",
- the total duration of the call.

To find out about the total duration of your calls, press the (OK) key.

Within 4 seconds, the handset reverts to "standby mode".



💡 : You can also press the (🔊) key to answer a call and simultaneously switch on the handset loudspeaker. To hang up, press the (☎) key again.


💡 : It is also possible to make a call by pressing the (☎) key before dialling the number.

Making a call from the Zenia Voice 6326 base station



The handsfree speakerphone allows calls to be made or accepted without using a handset .

Dialling a number using the to direct dial keys

To use these keys you must have previously stored the numbers (see “3.4 Storing direct dial keys (6326 base station only)”, page 43).



Press the  key.


The green light starts flashing and you hear the dial tone.

Press one of the direct dial keys  to .

The number corresponding to the selected key is dialled automatically.

The loudspeaker on the base station amplifies the sound.


You can adjust the loudspeaker volume with the  (increase) or  (decrease) keys.

To hang up, press the  key again.

The green light stops flashing.



Dialling an emergency number using the key

First of all, the emergency number must have been entered using the telephone handset (see “3.4 Storing direct dial keys (6326 base station only)”, page 43).

Press the  key.

The emergency number is dialled automatically. The green light starts flashing and you hear the dial tone.


The loudspeaker and the microphone of the base station are switched on automatically.

You can adjust the loudspeaker volume with the  (increase) or  (decrease) keys.



To hang up, press the  key again.

The green light stops flashing.

Making a call from the Zenia Voice 6626 base station

Press the  key.


The green light starts flashing and you hear the dial tone.

Dial the number using keys  to  on the keypad.

The number is dialled automatically.


The loudspeaker and the microphone of the base station are switched on automatically. Speak in the direction of the microphone.

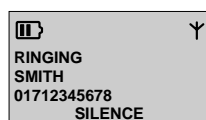
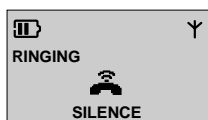
You can adjust the loudspeaker volume using the  (increase) or  (decrease) keys.




To hang up, press the  key again.


The green light stops flashing.

Answering a call from the handset



When an incoming call is received, the handset rings. The green light and the  symbol flash.





 : You can stop the handset from ringing without answering the call by pressing the  key. Your base station will continue ringing and the  symbol appears.

 : If the network supplies the caller's number, it appears on the screen. Also, the name is shown if it is stored in one of the phonebooks.

To answer the call, press the  key. The  symbol stops flashing.

 : You can also press the  key to answer the call and switch on the handset loudspeaker simultaneously.

To hang up, press the  key again.

 : Caller identification is subject to network selection.

Redial list

Purpose


Your ZENIA telephone stores the telephone numbers of the last 10 external calls that you have made from the handset.

You can view the list, call back your callers directly from the list, or you can modify it.

You can also store the telephone number in the shared or private phonebook.

Viewing the redial list

You can view the list of outgoing calls when in "standby mode" or during an external call.

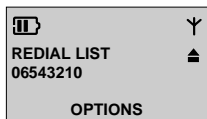
From "standby mode", press the scroll keys  to go to the "REDIAL" menu (Redial list).





The indication "REDIAL" appears on the last line of the display.

Validate by pressing the  key.

The first entry in the redial list appears on the screen.



To scroll through the list, press the scroll keys  and  and as many times as required.

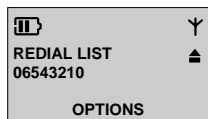
 : You can directly dial the telephone number corresponding to the entry viewed by pressing the  key.



Deleting an entry




From "standby mode", go to the redial list.

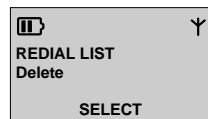
The entry corresponding to the last call is displayed.



Scroll through the list by pressing the scroll keys  and  as many times as required.

The entry to be deleted is displayed.

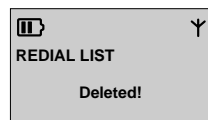
Press the  key.



Using the scroll keys  and , select the "Delete" option to delete the currently displayed entry.

The selected option is displayed.

Validate by pressing the  key.



A validation beep is heard and the "Deleted!" prompt is displayed.

The current entry is deleted and the next one is displayed.

Storing an entry

From "standby mode", go to the redial list.

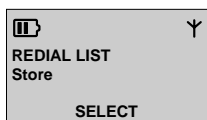
The entry corresponding to the last outgoing call made is displayed.



Scroll through the list by pressing the scroll keys (▲) and (▼) as many times as required.

The number to be stored is displayed.

Press the (OK) key.



Using the scroll keys (▲) and (▼), select the "Store" option.

The selected option is displayed.

Press the (OK) key.



Use the keypad to enter a new name (maximum 14 characters).

Depending on the character to be entered, press the appropriate key once or several times (see "Character table", page 56). Use the (C/R) key to delete the character in front of the cursor.

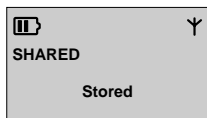
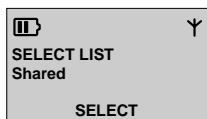
Press the (OK) key to confirm the new name.

The handset prompts you to select the phonebook where you wish to store the telephone number.

Select the phonebook using the scroll keys (▲) or (▼) (shared or private phonebook).

The selected phonebook is displayed on the second line of the display.

Press the (OK) key to select phonebook selection.



The confirmation prompt "Stored" is displayed.

The handset goes back to the redial list.



Answering a call from the base station (6326 and Voice 6626)


The handsfree speakerphone allows calls to be made or accepted without using a handset .

An incoming call is received. The green light starts flashing.

To answer the call, press the  key of the base station.

The loudspeaker and the microphone of the base station are switched on automatically. Speak in the direction of the microphone.

You can adjust the loudspeaker volume with the  (increase) or  (decrease) keys.


To hang up, press the  key again.

The green light stops flashing.

Adjusting handset or base station volume during a call

1) From handset:



There are two volume levels: "Normal" and "High".

During a call, you can increase the earpiece volume by pressing the handset  key once.

When the call is over, the volume goes back to "Normal" level (default setting).



You can also adjust the initial "Normal" volume (default setting), (see "1.1 Earpiece volume", page 38).



2) From base station:

During a call or listening to messages, you can adjust the loudspeaker volume by pressing the  (increase) or  (decrease) key.

Each time you press one of these keys, you select one of three available volume levels (low, medium, high).

Switching on loudspeakers from the handset

To switch on the handset loudspeaker during a conversation, press the  key. To switch it off, press the  key again.

To switch on the base station loudspeaker during a conversation, press the handset  key for 2 seconds. To switch it off, press the  key again for 2 seconds.


The loudspeaker and the microphone on the base station are switched on so that several people can participate in the conversation.

Putting an incoming call on hold


You can put a call on hold: The external caller either hears music, if music on hold is activated (see “5.7 Switching music on hold on/off”, page 48), or a waiting tone.

1) From handset

Select the "HOLD" function using the  or  keys, then confirm with the  key.



To switch back to the call, press the  key again.


2) From base station

Press the  key to put the current call on hold.

To switch back to the call, press the  key again.

Recording a conversation from the Zenia Voice 6626 handset only

Select the "Record" option using the scroll keys  and .

Press the  key.

The conversation is recorded for a maximum of 2 minutes.

If you want to stop recording, press the  key again.

To listen to the recorded conversation, please view the chapter “Listening to messages received”, page 32.

Call log

Identifying the caller

Your ZENIA telephone can display the caller's number. Caller identification is dependant on network selection.

When the telephone rings, your handset(s) display(s) the number and the name of the caller if they are supplied via the telephone network. If the number is associated with a name in one of the shared or private phonebooks, the name is displayed, too.

Call log function

Your ZENIA telephone can store the last 30 external calls received. Each call log entry specifies:

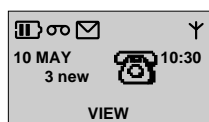
- the caller's telephone number (subscription required),
- the caller's name, if it is stored in one of your phonebooks, or supplied via the network (subscription required),
- the date and time of call.

⚠ : When the list is full, the oldest entry is deleted even if you have not read it.

When viewing the list, you can:

- view a new call,
- call back your callers directly from the list,
- delete one or more numbers,
- identify callers who have left a message on the answer phone (Zenja Voice 6626),
- listen to messages left by callers, (Zenja Voice 6626),
- store a telephone number in the shared or private phonebook.

Viewing the list of unanswered calls



The handset light is flashing to indicate that a new unanswered call is stored.

Press the **OK** key to view the list of new incoming calls.

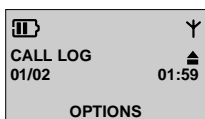
To scroll through the list, press the scroll keys **▲** and **▼** as many times as required.

Viewing the call log



From "standby mode", press the scroll keys **▲ or **▼**, as many times as required to access the "CALL LOG" menu.**



Confirm by pressing the **OK key.**





The first entry in the call log is displayed.

To scroll through the list, press the scroll keys **▲ and **▼** as many times as required.**

⚠ : If no calls have been received, "List empty!" is displayed.



 : You can directly call the telephone number corresponding to the entry viewed by pressing the  key.

- When viewing the list, if a voice message is associated with the call viewed, the  symbol is displayed, to listen to this message, **select the "LISTEN" option and press the  key.**


Deleting an entry from the call log

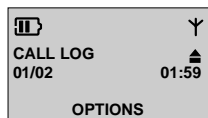
From "standby mode", go to the call log.

The last incoming call received is displayed.

Scroll through the list by pressing the scroll keys  and  as many times as required.

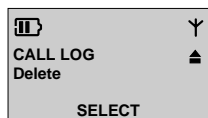
The entry to be deleted is displayed.

Press the  key.



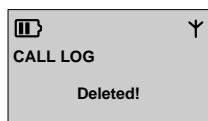
Using the scroll keys  and , select the "Delete" option.

Confirm by pressing the  key.

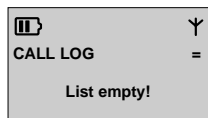


A confirmation beep is heard and the **"Deleted!"** prompt is displayed.


The current entry is deleted and the next one is displayed.



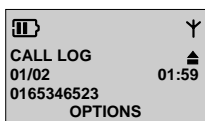
If there are no more messages in the call log, the screen shows "List empty!".





Storing an entry from the call log


 : This function is subject to network selection.

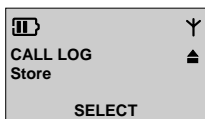
From "standby mode", go to the call log.





Scroll through the list by pressing the scroll keys  and  as many times as required.

The number to be stored is displayed.

Press the  key.




Using the scroll keys  and , select the "Store" option.

The selected option is displayed.

Press the  key.





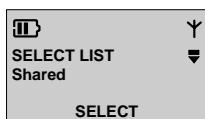
Use the keypad to enter a new name (maximum 14 characters).

Depending on the character to be entered, press the appropriate key once or several times (see "Character table", page 56). Use the  key to delete the character in front of the cursor.

Press the  key to confirm the new name.

The handset prompts you to select the phonebook where you wish to store the telephone number.

Select the phonebook using the scroll keys  or  (shared or private phonebook).



The selected phonebook is displayed on the second line of the display.

Press the  key to confirm phonebook selection.



The confirmation prompt "Stored" is displayed.

The handset goes back to the call log.

Private and shared phonebooks

Your telephone comes with two phonebooks, a private one and a shared one: you therefore have the ability to store telephone numbers either in a private phonebook not accessible from other handsets, or in a shared common phonebook.

In each phonebook, you can store the telephone number and name of 100 callers, either by transferring them from the call log or the redial list, or by entering them manually. Entries are automatically sorted in alphabetical order.




Moreover, from the shared phonebook, you can use the voice dial system to dial a telephone number, (see "Voice dial (Zenia Voice 6626)", page 25).

Storing your callers telephone numbers




From "standby mode", use the keypad to dial the telephone number (up to 26 digits) you wish to store.

Confirm the new number by pressing the  key.

 : Press the  key in order to insert a pause between digits.
Press the  key to insert a call rerouting function.

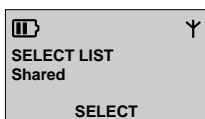
Use the keypad to enter a new name (maximum 14 characters).



Depending on the character to be entered, press the appropriate key once or several times (see "Character table", page 56). Use the  key to delete the character in front of the cursor.




Press the  key to confirm the new name.

The handset prompts you to select the phonebook where you wish to store the new entry.



Select the phonebook using the scroll keys  or .

 : If you want to use the voice dial option (Zenia Voice 6626 only) with this entry, you must select the shared phonebook.

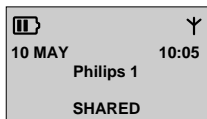
Press the  key to confirm the phonebook selection.





The confirmation prompt "Stored" is displayed.

The handset reverts to "standby mode".

Viewing a phonebook entry



From "standby mode", press the scroll keys  or  as many times as required to go to the "SHARED" or "Prv phonebk" menu.

Confirm by pressing the  key.




The first entry in the selected phonebook is displayed.

To scroll through the list, press the scroll keys  and  as many times as required.



To directly access an entry, type in the first letters of the name to be looked up.

Press the  key to confirm the search.


The display shows the first names following the characters which have been entered.

Refine the search using the  and  scroll keys.

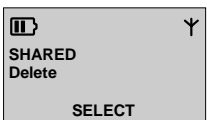
Making a call




Having looked up a person in the phonebook, the corresponding name and telephone number are displayed on the screen.



Press the  key to dial the telephone number directly.

Deleting an entry from a phonebook

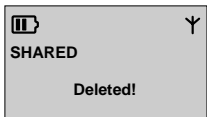


Having selected the entry to be deleted from the phonebook, the name and telephone number are displayed.

Confirm by pressing the  key.

Select the "Delete" option using the scroll keys  and .

Confirm by pressing the  key.

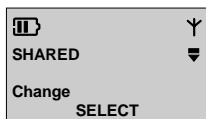


A validation beep is heard and the "Deleted!" prompt is displayed.

The current entry is deleted and the next one is displayed.

Modifying a phonebook entry

Having selected the entry to be modified in the phonebook, the corresponding name and telephone number are displayed on the screen.




Confirm by pressing .

The validation prompt "Change" is displayed.

Confirm by pressing the  **key.**

Now you can change the telephone number.

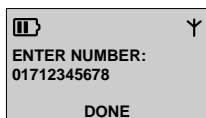
Press the  key to delete a number, hold down the same key for 2 seconds to delete the whole line.

Enter the modified number.

Confirm the new number by pressing the  **key.**


Repeat the operation to modify the name if required.

Confirm by pressing the  **key.**



Voice dial (Zenia Voice 6626)

This function is used to call a person without having to dial or look up the telephone number, just by saying a name.

 : *In order to allow several people to use the voice dial system, the number must be copied into the shared phonebook.*


In order to have the best voice dial, it is better to record it in a quiet environment.

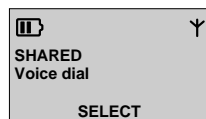
Recording voice dial



From "standby mode", go to the shared phonebook.


Search for the person whom you wish to associate a voice dial.

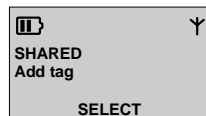
Press the  **key.**




Using the scroll keys  **and** , **choose the "Voice dial" option.**


The selected option is displayed.

Press the  **key to confirm the selected option.**




A voice dial is displayed.

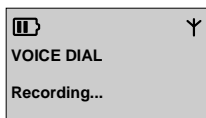
 : *This prompt is displayed only if sufficient memory is available. Otherwise the "Failed!" prompt appears.*


Press the  **key.**



Attempt n° 1 is displayed.

Press the  **key.**

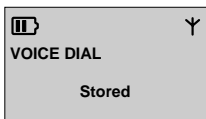


Press the  key.



After 2 seconds you will hear the recording.
The handset suggests attempt n° 2.

Press the  key.



Again, clearly say the name corresponding to the selected entry.

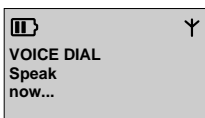
Within 2 seconds, you will hear the recording.

The confirmation prompt "**Stored**" is displayed; and the number is automatically dialled.



At the top right corner of the screen, the voice dial symbol <> appears.



Making a call via voice dial




From "standby mode", press the  key for 2 seconds:

Like for the voice dial recording, clearly say the name corresponding to the number to be dialled, in a quiet environment.

The corresponding entry in the shared phonebook is displayed.

 : The current operation can be cancelled by pressing the  key.

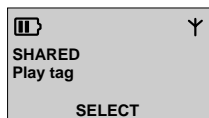
 : If the handset does not recognise the voice dial, the error message "Not recognised" is displayed and the system suggests that you try again.



PROBLEM	CAUSE
Background noise !	There is too much background noise during the voice dial recording.
Too long !	The voice dial is too long or you spoke too late.
Too short !	The voice dial is too short or you spoke too early.
Too similar !	There is not difference enough between this voice dial and the previous one.
Too different !	There is too much difference between both recording attempts.


Listening to a voice dial



Select the person from the shared phonebook whose voice dial you wish to listen to.



Using the scroll keys  and , select the "Play tag" function.


Press the  key to listen to the voice dial.

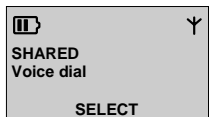
Deleting a voice dial



From "standby mode" go to the shared phonebook.

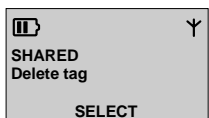
In the shared phonebook, look up the person whose voice dial you wish to delete.

Press the  key.




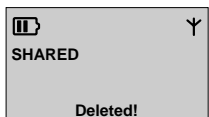
Using the scroll keys  and , choose the "Voice dial" option.

Press the  key to confirm the selected option.



Using the scroll key , select the "Delete tag" function.

Press the  key to delete the voice dial.




The confirmation prompt "Deleted!" is displayed.


Using the intercom

Up to 6 handsets (for Zenia 6326 base station) or 8 handsets (for Zenia Voice 6626 base station) can be registered to your base station.

This feature offers the following possibilities:



- to make internal calls between 2 handsets (or between handset and base station),
- to transfer an external call to another handset,
- to accept an internal call from the base station,
- to have a conference call with several handsets,
- to monitor another room.

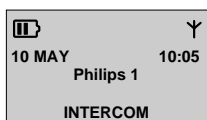
 : As the internal call is independent from the telephone network, all calls between the handset and the base station or between two handsets are totally free.

 : During an internal call between two handsets, you can answer an external call and transfer it to a third handset.


Making an internal call (intercom)

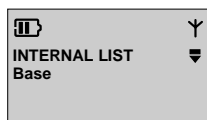
From the handset

From "standby mode", press the scroll keys  and  as many times as required.




Select "INTERCOM".

Press the  key.








Press the scroll keys  and  as many times as required to select the base station or handsets you wish to call.



Press the  key to call or the base station or handsets.



From the base station

You can call a handset registered to your base station.

Press the  key.


Then press one of the keys  to  (6326 base station) or  to  (6626 base station) corresponding to the number of the handset you wish to call.

 : To call all the available handsets, press the  key for 2 seconds.

 : If you press the  key for 2 seconds, all available handsets will start ringing.

As soon as one handset answers the others stop ringing.

The corresponding handset starts ringing.

 : If your handset is not registered to the base station, you will hear an error beep.

The loudspeaker and the microphone of the base station are switched on automatically when the call is answered.

You can adjust the loudspeaker volume using the \oplus (increase) or \ominus (decrease) keys.

Transferring an external call to another handset

From the base station


During the call, press the Ⓜ key to put the external line on hold.

The external caller will either hear music (if music on hold is activated, see “5.7 Switching music on hold on/off”, page 48) or a waiting tone.

Press one of the direct dial keys M1 to M6 (6326 base station) or 1 to 8 (6626 base station) corresponding to the number of the handset to which you wish to transfer the call (M1 or 1 to call handset No. 1, M2 or 2 to call handset No. 2, etc.).

The corresponding handset starts ringing.

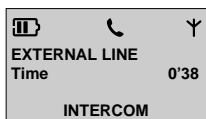
You can switch back to the external call by pressing the Ⓜ key once more.

 : During a call, pressing the Ⓜ key for at least 2 seconds puts the call on hold and makes to all available handsets ring.

Press the Ⓜ key to transfer the call.

From the handset

While you are talking to an external caller, you can transfer the call to another handset or to the base station.

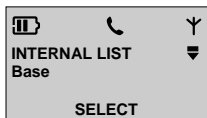


Press the scroll keys ▲ or ▼ as many times as required in order to select "INTERCOM".

Press the OK key.

The external line is put on hold. If music on hold is activated, the caller will hear it.

Press the scroll keys ▲ or ▼ as many times as required to select the handset or the base station where the call is to be transferred to.



Confirm the selection by pressing the **OK** key.

: If the selected handset does not answer, press the **OK** key to retrieve the call.



As soon as the selected handset answers, "CALLING" will appear on the first line of the screen.

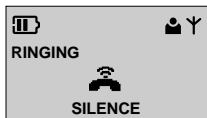
Select the "TRANSFER" option.

Press the key to transfer the call to the selected handset.

The external call is transferred to the handset.

Your handset reverts to "standby mode".

Answering an internal call

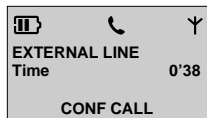


The handset rings.

The symbol located on the handset screen flashes.

Press the or keys to answer this call.

Starting a conference call



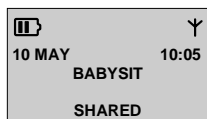
During an external call, you can start a conference call by transferring the call to another handset.

Internally call the other handset with which you wish to share the call. (see "Transferring an external call to another handset", page 29).

When the person has answered, select the "CONF CALL" option using the and keys, then confirm by pressing the **OK** key.

The external line is connected simultaneously to both handsets.

Selecting the room monitor (Babysit mode)



On a handset placed in the room to be monitored (e.g., the baby's room), activate the "Babysit" (see "2.5 Selecting the Babysit mode", page 41).

From the base station or another handset, internally call the handset placed in the room to be monitored.

During this (free) call, you will hear any noise in the monitored room.

Using the answer phone (Zenia Voice 6626 only)

You can access the answer phone (listening to messages, call screening, message recording, configuration) either from a handset registered to the base station (see "Answer phone settings (Zenia Voice 6626)", page 44) or via the base station.

Your answer phone can operate in the following two answering modes:

• **Answer only:**

Your personal OGM will be played, but your callers cannot leave a message.

• **Answer and record:**

When the personal OGM is over, your callers can leave a message the recording capacity of which is a maximum of 30 minutes (including voice announcements and voice messages).

If during your absence callers have left new messages:

- the red light on the base station flashes.
- the display shows the number of new messages received.

⚠ : When the recording memory is full, the red light on the base station flashes rapidly and an error beep is heard.

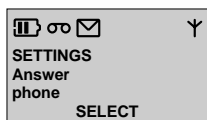
The red light stops flashing when at least one message has been deleted.



Using the answer phone from the handset

From the handset, you can:



- switch the answer phone on or off,
- screen and intercept calls,
- listen to messages (including memos),
- delete a message received.


Switching the answer phone on or off




From "standby mode" press the scroll keys  or  as many times as required to go to the "SETTINGS" menu.

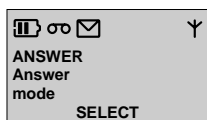
Confirm by pressing the  key.

Press the scroll keys  and  as many times as required in order to select "Answer phone".

Confirm by pressing the  key.

Confirm "Answer mode" by pressing the  key and select the desired option:

- Answer only, only the personal OGM is played.
- Answer and record, the personal OGM is played and then messages are recorded.
- Off, the answer phone is switched off.



Screening and intercepting incoming calls

While the answer phone is recording a caller's message:

- the ☑ symbol on the screen flashes,
- the 📞 symbol on the screen is displayed.

You can listen to the call before deciding to answer by pressing the 🔊 key.

The 📞 icon on the screen is displayed.

You can listen to your caller's message via the handset loudspeaker, without being heard. The answer phone will still be in record mode.

To answer the call that is being screened, press the 📞 key.

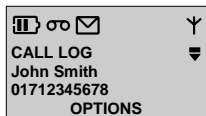
Listening to messages received

If a caller has left a new message during your absence, the green light flashes.



- the display shows the number of new messages,
- the ☑ symbol on the screen flashes.

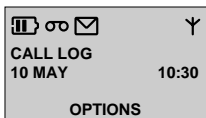
Press the OK key.



The call log is automatically displayed and the details of the caller who left the oldest message appears.

⚠ : *Caller identification is subject to network selection.*

OR



A voice message indicates the date and time of the call.

The answer phone starts to play the oldest message, followed by any subsequent message.

💡 : *You can repeat the last message by pressing the scroll key (▲).*

When the last message has been played, the handset reverts to "standby mode".

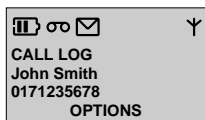
The ☑ symbol on the screen stops flashing and the green light goes out.

💡 : *You can replay old messages by viewing the call log. Scroll through the call log using the scroll keys (▲) and (▼); if a message is associated with an entry of the list, the ☑ symbol is displayed.*



To listen to this message, select the "PLAY" option, then confirm using the **OK** key.

Deleting a message received



You can delete one or more messages by viewing the call log. Scroll through the call log using the scroll keys **▲** and **▼**.

When the message you wish to delete appears, **press the OK key.**



Press the scroll keys **▲** or **▼** as many times as required in order to select the "Delete" option.

Confirm by pressing the OK key.

Using the answer phone from the base station

From the base station you can:

- switch the answer phone on or off,
- screen and intercept calls,
- listen to messages (including memos),
- delete a message received,
- record a personal OGM,
- record a memo.

Switching the answer phone on or off

Press the 7 ON key to switch the answer phone on.

The red light illuminates.

If you want to switch the answer phone off, press the 9 OFF key.

The red light goes out.

Screening and intercepting incoming calls

You can listen to the message before deciding to answer the call by the base station loudspeaker.

You can adjust the loudspeaker volume using the **+** (increase) or **-** (decrease) keys.

Lightbulb icon : To stop call screening, press the **-** key as many times as required.

If the answer phone is currently handling a call and you wish to answer it:

Press the key.

The answer phone stops and you can talk to the caller.

Listening to messages received

You have not read the first message. In that case, the red light flashes and the display shows the number of new messages received (messages and memos).

Press the $\textcircled{2}\blacktriangleright$ key to listen to the messages received.

A voice indicates the number of new messages you have received.

Then, the answer phone starts playing all the new messages, starting with the oldest one.


Before each message, a voice indicates the date and time of the call.

You can adjust the loudspeaker volume using the $\textcircled{+}$ (increase) or $\textcircled{-}$ (decrease) keys.

When the answer phone has finished playing the last message:

- the answer phone reverts to "standby mode",
- the display shows the total number of messages recorded.

Press the $\textcircled{8}\blacktriangleright$ key to stop message playback.

 : When you have listened to all new messages, you can replay all messages recorded by pressing the $\textcircled{2}\blacktriangleright$ key.

Deleting a message

When the answer phone is playing a message you wish to delete, press $\textcircled{6}\times$.

A validation beep is issued confirming that the message has been deleted.

Deleting all messages

The answer phone is in "standby mode" and the red light is on.

Press the $\textcircled{6}\times$ key for at least 2 seconds to delete all messages received.

A validation beep is issued confirming that all messages have been deleted.

Recording a personal OGM

Two different personal OGMs can be recorded:

- One for Answer only mode,
- The other for Answer and record mode.

A standard OGM has already been recorded.

Before recording your personal OGM, check the answer mode of your answer phone (see "4.3 Recording a personal OGM", page 45) and proceed as follows.

Press the $\textcircled{4}\blacktriangleright$ key, then the $\textcircled{5}\blacktriangleright$ key.


"Please speak after the tone" is played, then a beep is heard.

Speak clearly in the direction of and near the base station microphone.

When your announcement is finished, press the $\textcircled{8}\blacktriangleright$ key to stop recording.


A validation beep is heard confirming the personal OGM has been recorded.

To listen to your personal OGM, press the  key.

 : To modify your personal OGM, all you have to do is record a new one, by following the procedure previously described.


Recording a memo (local message)

With this function you can leave a memo for another person in your home.

With the phone in "standby mode", **press the  key.**


"Please speak after the tone" is played, then a beep is heard.

Speak clearly in the direction of and near the base station microphone.

When your message is finished, press the  key again to stop recording.

A beep is heard confirming the memo has been recorded.


The red light flashes and the display updates the number of new messages received.

Your memo is played together with the other messages received, by pressing the  key.

Remote control of the answer phone


Dial your telephone number. Let it ring 9 times.

The answer phone answers the call and a waiting tone is heard.


Press the  key on the telephone and enter your security code printed underneath the base station (RC code).

Press the telephone  key, then hang up.

Your answer phone is switched on and ready to receive calls.

 : If you have changed your security code, see "6.4 Changing the Pin code", page 50".

Checking messages remotely




You can check your calls remotely from any ordinary telephone. Dial your telephone number, then while the personal OGM is being played, press the  key of the telephone.

Enter your Pin code (see the RC code underneath the base station).


The answer phone automatically plays all new messages, starting with the oldest.


If your code is wrong, the personal OGM is played again. Press the  key again and enter the new code. After three attempts, your answer phone hangs up.

While listening:

- Press the  key to repeat the current message.
- Press the  key twice to replay the previous message.
- Press the  key to listen to the next message.

Hang up to stop the call.

- The answer phone reverts to the mode it was in before your call, unless you have switched it off by pressing the  key.

 : At the end of this manual you will find a quick reference guide for remote control of your answer phone.

System configuration

Overview of the configuration menu

You can customise and configure certain functions of the telephone by accessing "SETTINGS".

This main menu is divided into six sub-menus, as follows:

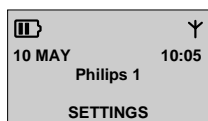
1. Handset sounds,
2. Handset settings,
3. Base station settings,
4. Answer phone settings,
5. Line settings,
6. Security.



These sub-menus are divided into functions each comprising several settings. The structure of each sub-menu is represented in table form (see following pages). The table also shows for each function or setting, the corresponding keypad shortcut, which gives you faster access to the desired setting.

In each table, the box indicates the ex-factory setting for your telephone.

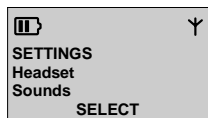
 : Only one setting per function can be active at a time.

Settings





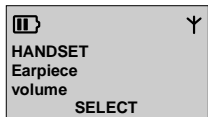
From "standby mode", go to "SETTINGS" by **pressing the scroll keys  and ** as many times as required.

Confirm by pressing the  key.



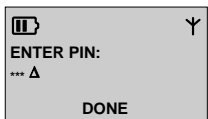
The first sub-menu appears in the middle of the display.

Select the desired menu using the scroll keys  and .





The selected sub-menu appears in the middle of the display.

 : For certain menus, the system will request a code.



Enter the Pin via the keypad.

As you type it in, stars appear on the second line of the screen.

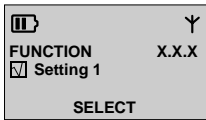
 : You can correct an error using the  key.

Confirm by pressing the  key.





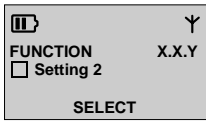
The designation of the first function appears in the middle of the screen.

Press the  key to access the selected function.




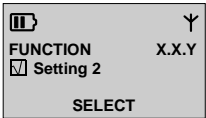
The box currently in front of this setting indicates that it is currently selected.

If you want to change it, **press the scroll keys  or  as many times as required and select the desired setting.**

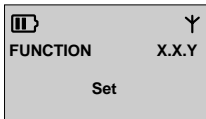


The empty "" box in front of this setting indicates that it is not currently selected.

Press the  key to confirm this setting.



The confirmation prompt "Set" is displayed.

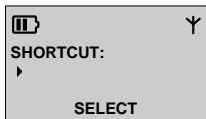



The handset reverts to "standby mode".

Using keypad shortcuts

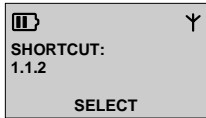
All sub-menus, functions, or settings are accessible by means of corresponding keypad shortcuts.

In each table, the number that appears in front of the sub-menu, function, or setting will enable you to access the desired function more quickly.




From "standby mode", press the  key.

Enter the short cut corresponding to the sub-menu, function, or setting of your choice.






The keypad shortcut is displayed on the second line of the screen.




Press the  key to confirm the selection.

The window corresponding to the selected menu, function, or setting is displayed.



Select the setting of your choice using the  or  key, then confirm by pressing the  key.

Handset sound settings

Select "SETTINGS", and by using the  key as well as the  and  scroll keys, navigate through the menu to access the desired settings.

Sub-menu	Functions	Shortcuts	Settings	Selection
1 Handset sounds	1.1 Earpiece volume	1.1.1	Low	<input type="checkbox"/>
		1.1.2	Medium	<input checked="" type="checkbox"/>
		1.1.3	High	<input type="checkbox"/>
	1.2 Loudspeaker volume	1.2.1	Low	<input type="checkbox"/>
		1.2.2	Medium	<input checked="" type="checkbox"/>
		1.2.3	High	<input type="checkbox"/>
	1.3 Headset volume	1.3.1	Low	<input type="checkbox"/>
		1.3.2	Medium	<input checked="" type="checkbox"/>
		1.3.3	High	<input type="checkbox"/>
	1.4 Ringer type	1.4.1	Melody 1	<input checked="" type="checkbox"/>
		1.4.2	Melody 2	<input type="checkbox"/>
		1.4.3	Melody 3	<input type="checkbox"/>
		1.4.4	Melody 4	<input type="checkbox"/>
		1.4.5	Melody 5	<input type="checkbox"/>
		1.4.6	Melody 6	<input type="checkbox"/>
	1.5 Ringer volume	1.5.1	Silent	<input type="checkbox"/>
		1.5.2	Low	<input type="checkbox"/>
		1.5.3	Medium	<input type="checkbox"/>
		1.5.4	High	<input checked="" type="checkbox"/>
		1.5.5	Progressive	<input type="checkbox"/>
	1.6 Key tones	1.6.1	Off	<input type="checkbox"/>
		1.6.2	On	<input checked="" type="checkbox"/>
	1.7 Earpiece tone	1.7.1	Bass	<input type="checkbox"/>
		1.7.2	Standard	<input checked="" type="checkbox"/>
		1.7.3	Treble	<input type="checkbox"/>
	1.8 Loudspeaker tone	1.8.1	Bass	<input type="checkbox"/>
		1.8.2	Standard	<input checked="" type="checkbox"/>
		1.8.3	Treble	<input type="checkbox"/>
	1.9 Headset tone	1.9.1	Bass	<input type="checkbox"/>
		1.9.2	Standard	<input checked="" type="checkbox"/>
		1.9.3	Treble	<input type="checkbox"/>
	1.0 CLI ringer	1.0.1	Melody 1	<input type="checkbox"/>
		1.0.2	Melody 2	<input checked="" type="checkbox"/>
		1.0.3	Melody 3	<input type="checkbox"/>
		1.0.4	Melody 4	<input type="checkbox"/>
		1.0.5	Melody 5	<input type="checkbox"/>
		1.0.6	Melody 6	<input type="checkbox"/>

1.1 Earpiece volume

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Earpiece volume".

Select the desired volume level from the three options available.

1.2 Loudspeaker volume

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Loudspeaker volume".

Select the desired volume level from the three options available.

1.3 Headset volume

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Headset volume".

Select the desired volume level from the three options available.

1.4 Ringer type

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Ringer type".

Select the desired melody from the six options available.

1.5 Ringer volume

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Ringer volume".

Select the desired volume level from the six options available.

1.6 Switching key tones on/off

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Key tones" to switch this function on or off.

1.7 Earpiece tone

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Earpiece tone".

Select the desired tone setting from the three options available.

1.8 Loudspeaker tone

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Loudspeaker tone".

Select the desired tone setting from the three options available.

1.9 Headset tone

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "Headset tone".

Select the desired tone setting from the three options available.

1.0 CLI ringer (with caller identification)

When a call is received, you will hear the selected melody on your handset if the number supplied by the network corresponds to a telephone number stored in the private phonebook.

Go to the "SETTINGS" menu, then to the "Handset sounds" sub-menu and select "CLI ringer".

Select the desired melody from the six options available.

Handset settings

Select "SETTINGS", and by using the (OK) key as well as the (▲) and (▼) scroll keys, navigate through the menu to access the desired settings.

Sub-menu	Functions	Shortcuts	Settings	Selection
2 Handset settings	2.1 Language	2.1.1	English	<input checked="" type="checkbox"/>
		2.1.2	Deutsch	<input type="checkbox"/>
		2.1.3	Français	<input type="checkbox"/>
	2.2 Back light	2.2.1	Off	<input type="checkbox"/>
		2.2.2	On	<input checked="" type="checkbox"/>
	2.3 Display contrast	2.3.1	Low	<input type="checkbox"/>
		2.3.2	Medium	<input checked="" type="checkbox"/>
		2.3.3	High	<input type="checkbox"/>
	2.4 Lock	2.4.1	Off	<input checked="" type="checkbox"/>
		2.4.2	On	<input type="checkbox"/>
	2.5 Babysit mode	2.5.1	Off	<input checked="" type="checkbox"/>
		2.5.2	On	<input type="checkbox"/>
	2.6 Base selection	2.6.1	Base 1	<input checked="" type="checkbox"/>
		2.6.2	Base 2	<input type="checkbox"/>
		2.6.3	Base 3	<input type="checkbox"/>
		2.6.4	Base 4	<input type="checkbox"/>
	2.7 Register	Registering a handset at the base station		

2.1 Selecting a language

Go to the "SETTINGS" menu, then to the "Handset settings" sub-menu and select "Language".

Select the desired language from the various options available.

2.2 Switching the screen back light on

If this function is on, the screen lights for 10 seconds:

- when an incoming call is received,
- when a key is pressed on the keypad,
- when you remove the handset from the charging unit.

Go to the "SETTINGS" menu, then to the "Handset settings" sub-menu and select "Black light" in order to switch this function on or off.



2.3 Display contrast

Go to the "SETTINGS" menu, then to the "Handset settings" sub-menu and select "Display contrast".

Select the desired contrast from the three options available.

2.4 Locking and unlocking the keypad


You can lock the keypad in order to avoid the keys from being pressed inadvertently. E.g., when you keep the handset in your pocket.

- to lock the keypad
press the  key for 2 seconds,
- to unlock the keypad
press the  key for 2 seconds.
- **Or go to the "SETTINGS" menu, then to the "Handset settings" sub-menu and select "Keypad lock", in order to activate this function.**

2.5 Selecting the Babysit mode

This enables you to hear any noise in a monitored room other than the one you are in.

Go to the "SETTINGS" menu, then to the "Handset settings" sub-menu and select "Babysit mode". In "standby mode", the screen displays "BABYSIT".


 : *When activated, the monitoring handset does not ring for an incoming call and beeps are deactivated (see "Selecting the room monitor (Babysit mode)", page 30).*

2.6 Selecting the base station


Although a handset can be subscribed to up to 4 base stations it can only operate on one base station at a time.

To simplify the base station selection, rename your handset (default is "Philips"). (see "Renaming a handset", page 50).




Go to the "SETTINGS" menu, then to the "Handset settings" sub-menu and select "Select base" in order to activate the base station of your choice.

 : *If the selected base station is not active, your handset will look for the nearest active base station.*

2.7 Registering a handset to a base station

- **Unplug the base station power cable and plug it back in.**
A beep indicates that the base station switches to registration mode for 5 minutes.
Go to the "SETTINGS" menu, then to the "Handset settings" sub-menu and select "Register".
The handset prompts you to enter your Pin.
- **Enter the RC code printed on the back of the base station, then press the  key.**
A confirmation signal beeps is heard.

Base settings


Select "SETTINGS", and by using the  key as well as the  and  scroll keys, navigate through the menu to access the desired settings.

Sub-menu	Functions	Shortcuts	Settings	Selection
3 Base settings	3.1 Base ringer (type)	3.1.1	Melody 1	<input checked="" type="checkbox"/>
		3.1.2	Melody 2	<input type="checkbox"/>
		3.1.3	Melody 3	<input type="checkbox"/>
		3.1.4	Melody 4	<input type="checkbox"/>
		3.1.5	Melody 5	<input type="checkbox"/>
		3.1.6	Melody 6	<input type="checkbox"/>
		3.1.7	Personal ringer	<input type="checkbox"/>
	3.2 Base ringer	3.2.1	Silent	<input type="checkbox"/>
		3.2.2	Low	<input type="checkbox"/>
		3.2.3	Medium	<input type="checkbox"/>
		3.2.4	High	<input checked="" type="checkbox"/>
		3.2.5	Progressive	<input type="checkbox"/>
	3.3 Set date & time	Update (date/time for the whole system)		
	3.4 Store direct dial keys (6326 base station)	3.4.1	M 1	
		3.4.2	M 2	
		3.4.3	M 3	
		3.4.4	M 4	
		3.4.5	M 5	
		3.4.6	M 6	
		3.4.7	SOS	
	3.5 Registration mode	Base station is put in registration mode		

3.1 Selecting the ringer type (base station)

Go to the "SETTINGS" menu, then to the "System settings" sub-menu and select "Base ringer".

Select the desired melody from the various options available, there are six for 6326 and seven for 6626 (including the personal ringer).

 : For the personal ringer to be activated, it must first have been recorded (see "4.4 Recording a personal ringer (Zenita Voice 6626 only)", page 45).

3.2 Adjusting the ringer volume (base station)

Go to the "SETTINGS" menu, then to the "System settings" sub-menu and select "Base volume".

Select the desired sound level from the five options available.

3.3 Setting date and time

Go to the "SETTINGS" menu, then to the "System settings" sub-menu and select "Set date & time".

The handset prompts you to enter the date and time.

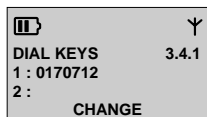
Enter the eight digits of the date and the four digits of the time; they will be displayed.

Confirm by pressing the  key.

A confirmation beep is heard and the message "Stored" is displayed.

3.4 Storing direct dial keys (6326 base station only)

Select the "SETTINGS" menu, then the "System settings" sub-menu and select "Direct dial keys".



Confirm by pressing the **OK** key.

The telephone number stored for the M1 key is displayed, or the message "Empty" appears if no number has yet been stored for this key.



Using the **▼** scroll key, select the direct dial key (**M2**, **M3**, **M4**, **M5**, **M6** or **SOS**) for which you wish to store a telephone number.




The message "Empty" or the number stored for the selected key is displayed.

Press the **OK** key.

Enter the telephone number to be stored.

The number is displayed on two lines as you type along.

 :You can correct errors using the **C/R** key.

Confirm by pressing the **OK** key.

A confirmation signal beep is heard and the message "Stored" is displayed.

To call from the base station, refer to the paragraph "Making a call from the Zenia Voice 6326 base station", page 13.

3.5 Putting the base station into registration mode

A Pin code is already assigned for registration however you may change this.

On an already registered handset, go to the "SETTINGS" menu, then to the "System settings" sub-menu, and select "Registration mode".




The handset prompts you to enter a code (from 1 to 8 digits).

Enter the Pin; a confirmation beep is heard and the message "Stored" is displayed.

It is now possible to register another handset.

In order to register another handset to the base station, (see "2.7 Registering a handset to a base station", page 41) enter the same code as previously instead of the RC code.

Answer phone settings (Zenia Voice 6626)

Select "SETTINGS", and by using the  key and the  and  scroll keys, navigate through the menu to access the desired settings.

Sub-menu	Functions	Shortcuts	Settings	Selection
4 Answer phone	4.1 Answer mode	4.1.1	Off	<input type="checkbox"/>
		4.1.2	Answer only	<input type="checkbox"/>
		4.1.3	Answer and record	<input checked="" type="checkbox"/>
	4.2 Record memo	Records a message (memo)		
	4.3 Record pers. OGM	Records a personal OGM		
	4.4 Record ringer	Records a personal ringer		
	4.5 Rings before answer	4.5.1	Toll saver	<input checked="" type="checkbox"/>
		4.5.2	3 rings	<input type="checkbox"/>
		4.5.3	4 rings	<input type="checkbox"/>
		4.5.4	5 rings	<input type="checkbox"/>
	4.6 Voice prompts	4.6.1	Off	<input type="checkbox"/>
		4.6.2	Message only	<input type="checkbox"/>
		4.6.3	Message and date	<input type="checkbox"/>
		4.6.4	All prompts	<input checked="" type="checkbox"/>
	4.7 Record quality	4.7.1	High	<input checked="" type="checkbox"/>
		4.7.2	Standard	<input type="checkbox"/>
		4.7.3	Automatic	<input type="checkbox"/>
	4.8 Remote control	4.8.1	Off	<input type="checkbox"/>
		4.8.2	On	<input checked="" type="checkbox"/>

4.1 Selecting the answer mode

If your answerphone is switched off, the  icon disappears from the handset screen.


If you do not want callers to leave messages after your announcement, you can switch off the message recording function (answer only mode).

To switch back to the answer and record mode, **go to the "SETTINGS" menu, then to the "Answer" sub-menu, and select "Answer mode", in order to switch on the option of your choice.**

4.2 Recording a memo (local message)

Go to the "SETTINGS" menu, then to the "Answer" sub-menu, and select "Record memo".

Press the  key, then say your message.

Press the  key again in order to confirm the message.

A confirmation beep is heard, the message "Stored" is displayed.

Your memo will be played back together with other messages received.

4.3 Recording a personal OGM

Go to the "SETTINGS" menu, then "Answer phone" sub-menu, and select "Record pers. OGM".

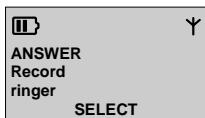
The recording window is displayed.

Press the  key, then say your personal OGM.

Press the  key again in order to confirm the message.

A confirmation signal beep is heard, the message "Stored" is displayed.


4.4 Recording a personal ringer (Zenía Voice 6626 only)

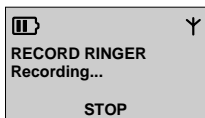


Go to the "SETTINGS" menu, then to the "Answer" sub-menu, and select "Record ringer".




Press the  key to access the selected function.

Press the  key again to record your personal ringer.





The message "Recording..." is displayed.

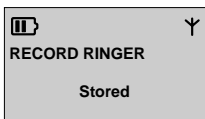
Record your personal ringer.

Press the  key at the end of the ringer.



The system plays your personal ringer.

 : You interrupt the recording procedure by pressing the  key.




The confirmation prompt "Stored" is displayed.

The personal ringer is recorded and activated.

The handset reverts to "standby mode".

To activate this ringer during an incoming call, refer to "1.4 Ringer type", page 39.


 : The record time of the personal ringer is between 5 seconds and 12 minutes.

4.5 Modifying the number of rings before answer

You can modify the number of rings (Toll saver, 3, 4, 5) before the answer phone answers a call.

Go to the "SETTINGS" menu, then to the "Answer" sub-menu, and select "Rings before answer".

Select the option of your choice from the four possibilities available.

 : *"Toll saver" is the default configuration for the answer phone.*

If you have received a message, the answer phone answers after 3 rings.

If there are no messages, it will answer after 5 rings but you have time to hang up before it answers the call.

4.6 Activating/ deactivating voice prompts

When using the answer phone, voice prompts will provide you with information about the call before you listen to the messages.

This information includes:

- The number of messages received,
- Date and time,
- Other prompts for using the system.

Go to the "SETTINGS" menu, then to the "Answer phone" sub-menu, and select "Voice".


Select the option of your choice from the four possibilities available.

4.7 Record quality

With this setting you can specify the record quality for your messages.

Go to the "SETTINGS" menu, then to the "Answer" sub-menu, and select "Record quality".

Select the option of your choice from the three possibilities available.

 : *With "standard" quality, there is a recording capacity of about 30 minutes.*


With "high quality", the recording capacity is about 10 minutes.

In "automatic" mode, the first five minutes of recording will be in high quality, and thereafter in standard quality.




4.8 Switching remote control on


If this function is on, you can check your messages remotely via a tone dialling telephone.

Go to the "SETTINGS" menu, then to the "Answer" sub-menu, and select "Remote control".

 : *If this function is switched off, you will not be able to switch your answer phone on via the telephone network.*

Line settings

Select "SETTINGS", and by using the  key and the  and  scroll keys, navigate through the menu to access the desired settings.

 : Line default settings may vary according to the country.

Sub-menu	Function	Shortcuts	Setting	Selection
5 Line settings	5.1 Dial mode	5.1.1	Tone	<input checked="" type="checkbox"/>
	5.2 Network type	5.2.1 5.2.2 5.2.3 5.2.4 5.2.5	Type 1 Type 2 Type 3 Type 4 Type 5	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	5.3 Operator type	5.3.1 5.3.2 5.3.3 5.3.4 5.3.5	Type 1 Type 2 Type 3 Type 4 Type 5	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	5.4 Recall type	5.4.1 5.4.2	Short flash Long flash	<input type="checkbox"/> <input checked="" type="checkbox"/>
	5.6 View total time	Sets total time		
	5.7 Music on hold	5.7.1 5.7.2	Off On	<input type="checkbox"/> <input checked="" type="checkbox"/>
	5.8 Pause insertion	5.8.1 5.8.2	Off On	<input checked="" type="checkbox"/> <input type="checkbox"/>
	5.9 Automatic prefix	5.9.1 5.9.2	Off On	<input checked="" type="checkbox"/> <input type="checkbox"/>
	5.0 Prefixes setup			

5.1 Selecting the dial mode

Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "Dial mode".

5.2 Selecting the network type

Your telephone has been configured for use with a public line as defined by local certification standards (Type 1).

However, you may modify this setting by selecting one of the other 4 types available.

Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "Network type".

Select the network of your choice from the 5 options available.

5.3 Selecting the operator type

Your telephone has been configured for use as defined with the telephone operator (Type 1) for whom the telephone has been approved. However, if you have subscribed to another operator, the number of your callers may not be displayed correctly. In this case, you have 4 other settings to choose from. However, if the problem remains, please contact our Customer Service.

5.4 Selecting flash time


You may need to change this when connected to a PABX.

Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "Recall type".



Select one of the two options "Short flash" or "Long flash".

5.6 Displaying/deleting total time for your calls

Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "View total time".

You can reset the total time of your calls by pressing the  key.

The window that is displayed indicates the total cost and time of the calls you have made since this function was last reset.

 : When a call is over, before the handset reverts to "standby mode", you can also access this function by pressing the  key.

5.7 Switching music on hold on/off

Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "Music on hold", in order to activate or deactivate this function.

5.8 Inserting a pause between digits

If this function is on, a pause can be integrated automatically after the first digit of the number.

Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "Pause insertion".

5.9 Automatically inserting a prefix


When this function is on, a prefix can be inserted automatically.

Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "Automatic prefix".




5.0 Setting up prefix

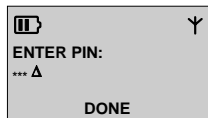
Go to the "SETTINGS" menu, then to the "Line settings" sub-menu, and select "Prefixes setup".

Enter the prefix, then validate by pressing the  key.

 : The prefix will be transmitted each time the number is dialled; therefore, you must be sure that it is in line with your needs.



Security

Select "SETTINGS", and by using the  key and the  and  scroll keys, navigate through the menu to access the desired settings. This menu is secured by a Pin code (default is the RC code, printed on the back of the base station).



Enter the Pin via the keypad.

As you type it in, stars appear on the second line of the screen.

 : You can correct an error using the  key.

Confirm by pressing the  key.

Sub-menu	Function	Shortcuts	Setting	Selection
6 Security	6.1 Call barring	6.1.1	No barring	<input checked="" type="checkbox"/>
		6.1.2	Forbid prefixes	<input type="checkbox"/>
		6.1.3	No external call	<input type="checkbox"/>
	6.2 Prefixes	6.2.1 6.2.2 6.2.3	Forbidden prefixes selection	
	6.3 Code protection	6.3.1	Off	<input type="checkbox"/>
		6.3.2	On	<input checked="" type="checkbox"/>
	6.4 Change code	Modifies the security code		

6.1 Setting call barring

Go to the "SETTINGS" menu, then to the "Security" sub-menu, and select "Call barring".

Select one of the three options available.

6.2 Setting forbidden prefixes

With this function you can define 3 prefixes of maximum 8 digits (e.g. "00" for international calls).

Numbers starting with these prefixes will not be dialled.

6.3 Activating/ deactivating Pin code protection

If this function is activated, you must enter your PIN to open the security sub-menus.

Go to the "SETTINGS" menu, then to the "Security" sub-menu, and select "Pin code protection".


6.4 Changing the Pin code


This code will be requested for remote control of the answer phone or for telephone configuration. (see "6.3 Activating/ deactivating Pin code protection", page 49).

The default Pin is printed on the back of the base station (RC code). To change it, proceed as follows:

Go to the "SETTINGS" menu, then to the "Security" sub-menu, and select "Change Pin code"; "Enter new Pin:" is displayed.

Enter the new security code, then confirm by pressing the  key; "REPEAT PIN" is displayed.

To confirm, enter the new security code once again, then confirm by pressing the  key; "Stored" is displayed.

 : *Be careful not to forget this code.*


List of all handsets registered to the base station (RC code)


This list indicates the name and number of each handset and base station.

Renaming a handset

With this function you can rename your handset (e.g.: ROOM1, KITCHEN, ...).

Go to the "INTERCOM" menu, and select the handset to be renamed from the list, using the scroll keys  and .

Press the  key to confirm your choice.


"Rename" is displayed, confirm by pressing the  key.


Press the  key for 2 seconds in order to delete the text, then enter the new name.

Confirm by pressing the  key again.

Cancelling the registration of a handset to the base station

Go to "INTERCOM", and select the handset to be cancelled.

Press the  key to confirm your choice.

Select "Cancel registration" and confirm by pressing the  key.

The handset starts searching for another active base and reverts to "standby mode".

List of network services

Your telephone is programmed with a list of telephone services provided by your main national operator.

However, to adapt the system to your needs, you can modify, delete or add services (up to 15).

Each service consists of a name (up to 14 characters) and a number (up to 26 digits).

The list of services is managed like a phonebook.

If you require additional information on handling lists, please refer to the paragraph **“Private and shared phonebooks”**, page 23.

Maintenance and troubleshooting

Base station problems

The table below lists the possible problems you may encounter with when using the base station.

Zenia 6326 and Zenia Voice 6626 base stations

PROBLEM	CAUSE	SOLUTION
Green light is off.	The base station is not connected properly, or a power failure has occurred.	Check the connections.
No dial tone.	The base station is not properly connected to the telephone socket.	Check the connections.
The handset does not answer when you try to make an internal call.	The handset you are calling is already on external call, or it is out of range of the base station.	Wait for the handset to be available again and retry.

Zenia 6326 base station

PROBLEM	CAUSE	SOLUTION
You cannot dial a number with one of the direct dial keys.	No number has been stored for this key.	Store a number for this key (see “3.4 Storing direct dial keys (6326 base station only)”, page 43).


Zenia Voice 6626 base station

PROBLEM	CAUSE	SOLUTION
The answer phone does not record your personal OGM.	You do not speak loud enough.	Record another personal OGM and speak louder.
	You are not close enough to the microphone of the base station (or handset).	Record another personal OGM and speak closer to the microphone.

Zenia 6626 base station (continued)

PROBLEM	CAUSE	SOLUTION
The answer phone does not record your personal OGM.	Memory is full (an error beep is heard).	Delete messages to free sufficient memory.
An error beep is heard from the base station when you try to access the answerphone.	The answer phone is already operating (play or record).	Wait until the answer phone is available and try again.
The answer phone does not record incoming calls.	The answer phone has not been switched on.	Switch the answer phone on (see “4.1 Selecting the answer mode”, page 44) (Zenia 6626).
	Message recording is not switched on (answer and record mode).	Switch answer and record mode on (see “4.1 Selecting the answer mode”, page 44) (Zenia 6626).
The answer phone has stopped automatically.	Answer phone memory is full.	Delete messages to free sufficient memory.
The red light is flashing rapidly.	The answer phone's maximum memory has been reached.	Delete messages to free sufficient memory.
	A power failure has occurred.	Reset date and time (see “3.3 Setting date and time”, page 42).
Remote control does not work.	You did not enter the correct code.	Retry (see “Checking messages remotely”, page 35).
	You did not set a remote control code.	Change the code (see “4.8 Switching remote control on”, page 46).
	The answer phone's maximum memory has been reached.	Delete messages to free sufficient memory.

Problems with the handset

PROBLEM	CAUSE	SOLUTION
No dial tone.	The handset is out of range of the base station (the Y symbol is not displayed).	Move closer to the base station and try again.
	The handset has not been registered to the base station (the Y symbol is not displayed).	Register the handset to the base station (see “2.7 Registering a handset to a base station”, page 41).
	The base station is not properly connected to the electricity or the telephone sockets.	Check the connections.
	Batteries are low (the  symbol is displayed).	Charge batteries (see “Installing or replacing batteries”, page 10).
When the handset is placed on the charging unit, no beep is heard.	The charging unit is not properly connected to the electricity socket.	Check the connection between charging unit and electricity socket.
	Charging contacts are dirty.	Clean them with a clean and dry cloth.
	Key tones are deactivated.	Refer to “1.6 Switching key tones on/off”, page 39.
Batteries remain low although the handset has charged for 12 hours.	The charging unit is not properly connected to the electricity socket.	Check the connection between charging unit and electricity socket.
	Handset batteries are defective.	Please contact your PHILIPS dealer in order to purchase new batteries.
An error beep is heard from the handset when trying to make an internal call.	Another external call is already in progress from another handset or the base station.	Retry when the current call is finished.

PROBLEM	CAUSE	SOLUTION
An error beep is heard during a call.	Base station not ready.	Retry when the other handset has left the menu.
	The handset you are calling is already on a call or out of range of the base station.	Wait until the handset is available and retry.
	The handset batteries are low (the call may be interrupted).	Charge batteries (see “Charging and discharging batteries”, page 10).

Maintenance

Before cleaning the handset or the charging unit, unplug the power cable.

Notes:

Do not use detergents or other chemical cleaning agents. To clean the charging contacts of the handset and the charging unit, use a dry, non-fluffy cloth.

Handset indicators

Green light	Flashing	Indicates an incoming call.
	Briefly flashing	Indicates one or more messages on the answerphone Zenia 6626.

Base station indicators

Red light	Off	Indicates answer phone is off.
	On	Indicates answer phone is on.
	Flashing	Indicates new messages.
	Flashing rapidly	Indicates maximum recording capacity (30 minutes) has been reached or a recording session is in progress.
Green light	Off	Indicates base station is not plugged in.
	On	Indicates base station is plugged in.
	Flashing	Indicates base is busy.

Character table

Keys		0	1	2	3	4	5	6	7	8	9	*	#
Digits		0	1	2	3	4	5	6	7	8	9	*	#
Letters	1x press	.	Space	A	D	G	J	M	P	T	W		
	2x press	0	_	B	E	H	K	N	Q	U	X		
	3x press	"	l	C	F	I	L	O	R	V	Y		
	4x press	'	(2	3	4	5	6	S	8	Z		
	5x press	?)	À	è	î		ó	7	ù	9		
	6x press	!	[Â	é	ï		ö	ß	û	ÿ		
	7x press	,]	Ä	ê			Ø		ü			
	8x press	:	&	Å	ë								
	9x press	;	\$	Æ									
	10x press	...	¥	Ç									
	11x press	*											

Index

- A**
- Activating/ deactivating voice prompts 46
 - Answer phone
 - checking messages remotely 35
 - deleting a message received 33
 - listening to messages received 32
 - screening incoming calls 32
 - Answering an external call
 - from base station 13
 - from handset 14
 - Answering an internal call 30
 - Automatic prefix 48
- B**
- Back light 40
 - Base station
 - installation 9
 - personal ringer 45
 - registration mode 43
 - ringer type 42
 - ringer volume 42
 - selecting 41
 - Battery
 - power 9
- C**
- Call barring 49
 - Call log
 - deleting 21
 - storing 22
 - viewing 20
 - Cancelling handset registration 50
 - Changing the Pin code 50
 - Character
 - entry 23
 - table 56
- D**
- Checking messages 35
 - CLI ringer 39
 - Conference function 30
 - Contrast 40
- D**
- Date 42
 - Deleting a voice dial 27
 - Deleting an entry
 - from call log 21
 - from phonebook 24
 - Display
 - base station 5
 - Displaying total cost and time 48
- E**
- Earpiece tone 39
 - Emergency number (6326 base station)
 - dialling 13
 - storing 43
 - Environmental protection 8
 - External call
 - from base station 13
 - from handset 12
- F**
- Flash 48
- H**
- Handset
 - cancelling registration 50
 - indicator 56
 - registering to the base station 41
 - renaming 50
 - ringer type 39
 - ringer volume 39
 - Headset tone 39

I		N	
Identifying the caller	20	Network type	47
Indicators	56		
Installation	9	O	
Intercom function	28	Operator type	47
Internal call		Overview	
from base station	28	base station	5
from handset	28	handset	7
		keys	6
K			
Keypad		P	
locking	41	Pause between digits	48
overview	7	Personal notes	57
shortcuts	37	Personal OGM	34, 45
		Phonebooks	
L		deleting an entry	24
List of handsets	50	making a call	24
List of network services	51	modifying an entry	25
Loudspeaker tone	39	viewing	24
Loudspeakers	18	Pin code protection	49
		Power connection	8
		Putting on hold	19
M			
Maintenance	55	Q	
Making a call		Quality	
from base station	14	record	46
from handset	12		
from phonebook	24	R	
with voice dial	26	Readial list	
Memo	44	deleting	16
Menu		storing	17
configuration	36	viewing	15
Mode		Recording	
answer	44	conversation	19
dial	47	memo	35
standby	11	personal OGM	34
Modifying		personal ringer	45
number of rings	46	voice dial	25
phonebook entry	25		
Pin code	50		

Redial	
list of outgoing calls	15
Redial list	
deleting	16
storing	17
Redial number	
deleting	16
storing	17
S	
Screening calls	32
Security code	50
Security information	8
Selecting a language	40
Selecting the base station	41
Setting	
forbidden prefixes	49
prefixes	48
Setting the earpiece volume	38
Setting the headset volume	39
Setting the loudspeaker volume	38
Setting the ringer volume	
base station	42
headset	39
Settings	
answer phone	44
handset sounds	38
line	47
security	49
system	42
Storing	
direct dial keys	43
telephone data	23
Storing an entry	
from redial list	17
of incoming calls	22
Switching key tones on/off	39
Switching music on hold on/off	48
Switching on loudspeakers	18
Switching the answer phone on/off	
from base station	33
from handset	31
remote control	35
System configuration	36

T	
Telephone connection	8
Telephone function	11
Time	42
Transferring a call	29

V	
Viewing	
call log	20
phonebooks	23
redial list	15
Voice dial	
deleting	27
listening	27
recording	25



Remote control

(using a tone telephone)



1 Dial your telephone number.

2 * After listening to the outgoing message, press the * key, then enter your code (4 digits).

3 During message playback:

Dial

- Stop message playback 8
- Erase message 6
- Replay current message 1
- Replay previous message 1+1
- Play next message 3

* the answerphone is not switched on, wait for the dial tone after 9 rings.

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- Erase message 6
- Replay current message 1
- Replay previous message 1+1
- Play next message 3

* the answerphone is not switched on, wait for the dial tone after 9 rings.





Remote control (Cont.)

(using a tone telephone)

You have just checked your answerphone

4 After listening to your messages, you have 20 seconds to:

Dial

- Start message playback 2
- Check outgoing message 5
- Switch off answerphone 9
- Switch on answerphone 7
- Record an outgoing message 4+5
and speak
- Record a local message 4+2
and speak
- Stop recording 8

Remote control (Cont.)

(using a tone telephone)

You have just checked your answerphone

4 After listening to your messages, you have 20 seconds to:

Dial

- Start message playback 2
- Check outgoing message 5
- Switch off answerphone 9
- Switch on answerphone 7
- Record an outgoing message 4+5
and speak
- Record a local message 4+2
and speak
- Stop recording 8

Remote control (Cont.)

(using a tone telephone)

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and speak
- Stop recording 8

Remote control (Cont.)

(using a tone telephone)

You have just checked your answerphone

4 After listening to your messages, you have 20 seconds to:

Dial

- Start message playback 2
- Check outgoing message 5
- Switch off answerphone 9
- Switch on answerphone 7
- Record an outgoing message 4+5
and speak
- Record a local message 4+2
and speak
- Stop recording 8

